Utah State Charter School Board Meeting Minutes June 16, 2005 North & South Board Rooms Utah State Office of Education

DRAFT

Members present: Brian Allen, David Moss, Anne Peterson, and Scott Smith, and Sonia

Zisumbo. Barbara Killpack - via teleconference. Eric Smith - excused

Staff present: John Broberg, Jo Schmitt

Others present: Ray Timothy, Mark Cluff, Bill Colbert, Kent Mohlman, Janene Bowen, representatives from Moab Community School, John Hancock Charter School, American Preparatory Academy, Discovery Charter School, American Achievement Academy, Thomas Edison Charter School, South Ridge Academy, Renaissance Academy, Mountain View Academy, Noah Webster Academy, Entheos Academy and Paradigm High School.

Call to Order

Chair Brian Allen called the meeting to order at 10:10 a.m.

Approval of Minutes

Motion was made by Member Scott Smith and seconded by Member David Moss to approve the minutes from the May 19, 2005 Charter School Board Meeting. The motion was carried unanimously.

School LAND Trust

Director John Broberg made presentation concerning School LAND Trust. Mr. Broberg informed the Charter School Board the School LAND Trust is money received from the state school lands appropriated through formula to all schools in the state. Charter Schools also take part in the receiving of School LAND Trust. Money flows when School LAND Trust proposals have been approved for each school. The plans are developed by the individual schools through a committee of parents, teachers, and outside individuals from the community. The school assesses its needs, how the school can best spend the funds, and at the end of the year, show how the funds made a difference in the school, either through test scores, or other types of measures. Mr. Broberg informed the Charter School Board the proposals had been approved by the local boards and state representative, Paula Plant. Associate Superintendent Ray Timothy informed the Charter School Board the funds are based on per pupil unit and is to tie into the schools improvement plan and the academic performance of students. Mr. Broberg stated all charter schools had applied for these funds, with the exception of Dream Charter School.

Member Anne Peterson inquired at what point is the school membership totaled and these amounts determined for the schools. Mr. Broberg replied the October 1 count is what determines the per pupil amounts.

Motion was made to approve the proposals for School LAND Trust funds by Member David Moss and seconded by Member Sonia Zisumbo. The motion carried unanimously.

<u>Discussion of Acceptance of District Charters</u>

Chair Brian Allen stated because a number of schools coming before the Charter School Board have been originally chartered by the district, the question has been raised whether those schools need a different process for charter approval, since they were not previously charted by the state board. Associate Superintendent Ray Timothy informed the State Charter School Board the concern he and the legal analyst in the state office have is the authority the Charter School Board has to do a conversion. The statute is clear that the state board shall dissolve those charters that were charted through the state and then enter into a conversion or agreement with the State Charter School Board. Those schools entering into an agreement with the local districts, no where in the statute does the Charter School Board have authority to do a conversion. He feels the discussion should focus on how to review the district charters. Mr. Timothy stated that basically it is a new charter application. Legally, it is not a conversion, the Charter School Board will not enter into an agreement. It will be recommending the school be granted a charter. Mr. Timothy cautioned the Charter School Board when voting on a district chartered school, they are voting to recommend a new charter be granted.

After much discussion the Charter School Board proposed instead of the process being called "Conversion" naming the process "Re-chartering from District" and within that process of re-chartering the school the State Charter School Board will request a copy of their original application, input from districts as to their opinion of the school and if there are any unresolved concerns or issues that need to be addressed before the conversion, last three years of financial statements and why they feel the need to dissolve their charter with the district.

Motion was made by Member Scott Smith and seconded by Member David Moss to direct Director John Broberg to create a document for district re-chartering that would include the original application, up to three years of financial statements, input from the district as to any unresolved issues and why the district is dissolving the charter, why the charter school is seeking charter from the State Board. Motion was carried unanimously.

Moab Community School

Rosie O'Connor, acting principal of Moab Community School, informed the Charter School Board because of the circumstances at Moab Community School, the school has made a tremendous amount of progress since January.

Kent Mohlman, Internal Auditor for the State Board of Education, was requested to review the happenings at Moab Community School. An audit report issued in March 2005 by Mr. Mohlman had significant problems identified in the school. He has been back to Moab Community School to review the audit report and recommendations he made, and feels comfortable most of the recommendations have been implemented. He reported there have been a number of signification internal controls that have been implemented because of the results of the audit. Mr. Mohlman reported to the Charter School Board he feels Moab Community School will survive financially and feels confident Moab Community School can continue to operate.

Mr. Mohlman informed the Charter School Board he would recommend to the State Board of Education continuation of the charter for Moab Community School.

Motion was made by Member David Moss and seconded by Member Scott Smith to recommend continuation of charter for Moab Community School. The motion was carried unanimously.

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The Charter School Board was informed Tuacahn High School requested to hold their conversion until a later date in order for Tuacahn High School's board to review the conversion documents and make changes. Motion was made by Member Scott Smith and seconded by Member Sonia Zisumbo to table Tuachan High School conversion document until the school reapplies for conversion. The motion was carried unanimously.

John Hancock Charter School Conversion

Julie Adamic, Director of John Hancock Charter School informed the Charter School Board she doesn't feel there are major changes with the school. John Hancock Charter School feels secure with their location, finances, and test scores. The school is located in Pleasant Grove with a 12 classroom satellite unit. Ms. Adamic informed the Charter School Board John Hancock Charter School is a Core Knowledge school and uses Saxon Math. Most of the school's goals center on academic success. The school has two libraries, one for students and another professional library for teachers and staff with a part-time librarian on staff.

Director John Broberg asked for a summation of the schools test scores. Ms. Adamic informed the Charter School Board their preliminary CRTs scores in math and language arts are in the high 80's and 90's. Science scores are in the 70's.

Amendments to the original charter: John Hancock Charter School's board may not act unless a majority of the members are present; the Board Development Committee will recruit candidates for board positions; teachers will teach 180 days and be available 1,440 hours per school year; school hours and calendar may be adjusted at board's discretion; any changes to uniform policy will be board action; the Board of Directors shall determine the qualifications and duties of the school's director; add a 9th grade via the electronic high school.

Motion was made by Member David Moss and seconded by Member Anne Peterson to approve the conversion and amendments of John Hancock Charter School with the addition the school report back to the Charter School Board following their first year of 9th grade operation. The motion was carried unanimously.

American Preparatory Academy

Carolyn Sharette, Director of American Preparatory Academy, presented to the Charter School Board a revised/new charter application; including a letter from Jordan School District which outlines the district's intention to non-renew American Preparatory Academy charter as of June 30, 2005. In Ms. Sharette's presentation she focused on academic achievement, financial responsibility, and parent satisfaction. She made reference to the ITBS Results Comparison chart in the application, pointing out American Preparatory Academy students out performed students in Jordan School District and the state of Utah.

Max Meyer, American Preparatory Academy's business manager, discussed the financial aspects of the school. Mr. Meyer informed the Charter School Board he is pleased with the school's financial performance. He feels they have adequate reserve that will carry the school forward with future capital needs. The facilities grant has allowed the school the ability to have dollars available to expand their facility by adding a gym and some classrooms.

Ms. Sharette discussed a parent survey that American Preparatory Academy does every school year. The survey is to let the school's administration know how they are doing, and then the board does an analysis of the survey. The survey is broken down by teacher, class, subject, satisfaction with teachers themselves, courses and rigor of those courses. If the board finds

parents are not satisfied with the school, they create a school improvement plan. Last year's improvement plan was implemented and this year they can see results.

Chair Brian Allen asked American Preparatory Academy if there were any changes in their new application. Were they asking for anything different than what they have had in the past?

Ms. Sharette replied with the need to address the waiver outlined in the application. APA - Draper is requesting the waiver from Assurance P. As stated in the application, APA - Draper believes Assurance P conflicts with the Utah State Code.

Associate Superintendent Timothy informed American Preparatory Academy there is a process in place through board rule that a school can request waivers from parts of the core or requirements of the core. His recommendation to the school was to not waive the requirement to teach the core curriculum, but encouraged them to address directly to the board through the board rule waiver process any waivers they may be seeking.

After much discussion motion was made by Member David Moss and seconded by Anne Peterson to approve the recommendation for re-chartering of American Preparatory Academy to the State Board of Education, less the waiver outlined in the conversion document. The motion was carried unanimously.

Motion was made by Chair Brian Allen to recommend approval of the waiver as outlined in the conversion document of Assurance P and replace with the italicized language APA has offered. No second was given, therefore the motion died for lack of a second to the motion.

Discovery Charter School

Diana West, Director of Discovery Charter School, informed the Charter School Board this is the first year of operation, located in Provo. Ninety students enrolled in the school for next year.

The amendment Discovery is requesting with the conversion is to drop 6^{th} grade. Because of drawing from districts that do not have 6^{th} grade as part of the Jr. High, Discovery would like to drop 6^{th} grade and be a 7^{th} -10th grade school.

The second amendment is to have the option to have enrollment increased to 240 students. Ms. West informed the Charter School Board of the request for a name change for Discovery Charter School. The school is often confused with Discovery Academy located two blocks from Discovery Charter School. The name change the school is proposing is The Walden School.

Motion was made by Member Anne Peterson and seconded by Member Scott Smith to approve the conversion of the Discovery Charter School application, include in the recommendation to accept the proposed change of the name to Walden School and prior to next meeting, review the school's test scores. The motion was carried unanimously.

American Achievement Academy

Director John Borberg informed the Charter School Board American Achievement Academy has requested their name be changed to American Leadership Academy. The reason for the request is confusion with an existing business entity and the school's focus is leadership and entrepreneurial education; the school board would like the name of the school to reflect that focus.

Motion was made by Member Sonia Zisumbo and seconded by Member David Moss to change the name of American Achievement Academy to American Leadership Academy. The motion was carried unanimously.

American Preparatory Academy - West

Motion was made by Chair Brian Allen and second by Member Anne Peterson to table American Preparatory Academy – West's amendment proposal until all changes can be reviewed at one time. Member Anne Peterson added to the motion in addition to the information about the name change, information concerning the schools intention to open for school year 2005-2006. The motion was carried unanimously. Director John Borberg informed the board he would get that information to them before the next meeting.

Thomas Edison Charter School

Jim Peterson, a member of Thomas Edison Charter School Board and an original founder of the school presented amendments to Thomas Edison Charter School's charter. Mr. Peterson informed the Charter School Board the changes in the charter were primarily the number of members of the board; to change the number from 7 to 5. Minor changes are in formatting of the document, change in enrollment and projection chart.

Chair Brian Allen requested Mr. Peterson to inform the Charter School Board what enrollment changes were being made. Mr. Peterson replied the enrollment numbers on the first application were outdated, so the application has been updated to what the actual enrollment numbers were in the past and then enrollment projections for the next two school years. Last year's enrollment was 348 students and next year, with adding 8th grade, enrollment will be 420 students.

Motion was made by Member Scott Smith and seconded by Member Sonia Zisumbo to approve Thomas Edison Charter School Amendments. The motion was carried unanimously.

International Baccalaureate Program Presentation

A representative from the International Baccalaureate Program presented information regarding the program.

South Ridge Academy

Deena Pyle representing South Ridge Academy presented the school's vision and focus. The school will be located in the south end of Draper, Utah.

Member David Moss inquired about busing of students and whether the corporate sponsors mentioned in Ms. Pyle's presentation have made a commitment regarding transportation service. Ms. Pyle responded the school has put the commitment in writing and the sponsors have made an official commitment to the school. Also, his concern of liability in busing was addressed by Ms. Pyle stating she understands the liability is covered under the school risk management insurance.

Chair Brian Allen raised questions concerning the school's library. His concern was the school library being accessible 2 _ hours per day, as stated in the application. Ms. Pyle clarified the 2 _ hours per day stated in the application referred to time when an assistant would be in the library to check books out, not the length of time the library would be available for use. The school's plan is to have the library open the entire school day.

Member Anne Peterson had financial questions concerning where the professional training fees for the consultant to train and assist in applying for IB were in the budget spread sheet. Ms. Pyle informed those fees were included in the instructional aids portion of the budget.

Member Scott Smith questioned the school's special education portion of the application. With only one instructor noted in application, Mr. Smith inquired if the school plans on possibly hiring additional teachers for special education classes. Ms. Pyle replied the worksheet projected out 5% of special education population; and Mr. Smith suggested they project the needs to 10% of their population.

Member Barbara Killpack requested the schools outreach plan. Ms. Pyle informed they have been working with Jordan School District to identify Title I and other lower income areas, to limit to a smaller area to accommodate the busing they hope to provide and will actively advertise in those areas and give preference to those areas in their lottery. Also, working with an at-risk consultant to help provide an after school program and supply creative ways to involve parents that work full time and are unable to volunteer at the school.

Member Sonia Zisumbo inquired of Ms. Pyle's comment concerning preference in their lottery. Ms. Pyle informed the Charter School Board there is a state law that provides qualifying students two to three chances to enroll into the school; where the rest of the population will have only one chance in the lottery. Dr. John Borberg informed Ms. Pyle that state law allows for preference in charter school lottery, but federal law does not. A school can recruit students to become part of their lottery, but can not give any preference to enrollment and still qualify for federal funds.

Member David Moss questioned when their lottery was going to be implemented, so the district will have adequate lead time for planning and hiring. In their application they state February as beginning their lottery, and Mr. Moss inquired as to how feasible it would be to bump that date ahead. Ms. Pyle replied the school would be happy to move the date forward to accommodate Jordan School District as well as give themselves more time to know the demographics of their school for hiring purposes.

Janene Bowen, representing Jordan District, addressed the district's concerns regarding charting South Ridge Academy. Refer to letters from Jordan District.

Member Anne Peterson asked Ms. Pyle if she would consider amending or making additions to federal principal item #7, where she had indicated it was "not relevant"; perhaps to put some of the information she has shared with the board about their outreach plan.

Motion was made by Member Anne Peterson and seconded by Member Scott Smith to approve South Ridge Academy for charter upon their resubmitting, in writing, to the board their outreach plan explaining how the school will be of service to "underserved students." The motion was carried unanimously.

Renaissance Academy

Deidre Dott Nelson, representing Renaissance Academy presented a PowerPoint presentation outlining established foundations of Utah State Core Curriculum, SIOP Teaching Methodology and IB Middle Years Program. Ms. Dott explained the location the school will be located is near Lehi, on Highland Highway where the Micron Project is located.

Chair Brian Allen stated the school is planning on serving K-8 and enrollment of 600 students. He questioned Ms. Nelson how many students are served in the area and age group where the school will be located. Ms. Nelson replied she wasn't sure of the number of students served.

Chair Brian Allen inquired as the response the school is getting from parents. The response was the local parents are excited and have a positive response, especially about foreign language study and graphics art.

Mr. Mark Cluff, a member of the Utah State Board of Education, questioned the school about their interest to integrate an IB Program. Ms. Nelson replied they plan an IB Middle Years Program from 6th grade to 9th grade. The Charter School Board was informed Alpine School District does not have an IB Program.

Chair Brian Allen inquired as to how certain they are with the proposed location. The school representatives informed the Charter School Board they have done extensive research and have access to experts. The location they propose is somewhat driven by real estate costs, being less expensive there, than closer to Alpine and Highland. They feel demographically, the location meets the needs of more communities.

Motion was made by Member Scott Smith and seconded by Member Anne Peterson to approve Renaissance Academy for charter. The motion was carried unanimously.

Mountain View Academy

Charles Knadler, representing Mountain View Academy presented the mission of the school, to teach students to prosper in an increasingly connected world through economic globalization, cultural integration and multi-language communities.

Member David Moss questioned the possibility of not being granted the federal start-up funds and the application indicated the funds were "soft money". Mr. Knadler responded they have become aware of other grant money that is available not included in the budget of the application and plan to apply for those grants. Member Barbara Killpack cautioned all grants are "soft money," and the budget should be reworked so the school is not dependent on the federal grant money. Mr. Knadler assured the Charter School Board their application budget would be realigned depending upon the budgets they would be approved for.

Member David Moss also requested to know of their outreach program for at-risk students. Mr. Knadler informed the Charter School Board where the school would be located in South Jordan is in low income neighborhoods. They also intend to advertise on Spanish radio and in public libraries. Mr. Knadler mentioned he is in banking, and would like to Mountain View Academy to be considered a Title I school. He also stated banks are required to make certain amounts of investments through donations to schools that fit the Title I status. He feels all the hours he has put into applying for charter would qualify for those donations.

Member David Moss asked if there were any schools in the area that did not make AYP (Adequate Yearly Progress). Mr. Knadler responded that he had not heard any school that did not make AYP.

Chair Brian Allen questioned the lack of sufficient salary budgeted for special education instructors. His concern is the need will be greater than the staffing. Other concerns were the alignment of quantification of how the school will be doing assessment and needed more development in that area; also the financial portion of the application was "pretty tight," and

would like to see a contingent plan that would indicate lower enrollment, how the school would manage an additional FTE for Special Education if it became necessary; where the school addressed the additional cost of the IB program. Mr. Knalder informed the Charter School board they do have the salary and travel expense for the IB training. Mr. Allen pointed out the IB expenses were not reflected in the first year, but was in the second. Mr. Knadler informed the Charter School Board he was hopeful to share first year expenses for the IB Program with South Ridge Academy. Mr. Allen stressed if their intent to share expenses it is not reflected in their overall plan and how would it be implemented.

Member Barbara Killpack questioned why the procedures related to IDEA and civil rights protection is not specifically addressed. Associate Superintendent Ray Timothy expressed his concern with the application not focusing on the grievance or appeal process of special education services. Mr. Knadler felt the procedure is addressed in the application. He stated the schools intent is to hire a well qualified and experienced vice principal that is getting close to becoming a principal and that understands all federal and state guidelines, and will put policies and procedures in place to follow those guidelines.

Member Scott Smith questions administrative qualifications. The application states you will hire a required administer but doesn't need an administrator certificate. Mr. Knadler responded the school's intent is to find an experienced vice principal, that is getting close to becoming a principal. They didn't want to get too specific with qualifications to hamper the situation.

Member David Moss has concerns with another school attempting the IB Program, not knowing how viable the program will be in the district. Mountain View Academy's response was they feel IB is more of an umbrella that encompasses Core Knowledge.

Associate Superintendent Ray Timothy expressed his concern about the application not focusing on the grievance or appeal process of special education services.

Janene Bowen, representing Jordan District, addressed the district's concerns regarding charting Mountain View Academy. Refer to letters from Jordan District.

Motion was made by Chair Brian Allen and seconded by Member David Moss to deny approval for Mountain View Academy charter with the direction to "retool" their special education portion of application to show there is a demonstrated understanding of the requirements, provide additional details on contingency plan in budget which could include lower enrollment and addition of special education resources, and find a way to strengthen linkage between IB and curriculum model. The motion was carried unanimously.

Noah Webster Academy

Sharon Moss, representative for Noah Webster Academy, presented the schools mission to develop the hearts and minds of children by creating a safe and nurturing environment of classical education that fosters patriotism, cultural literacy, moral virtue, individuality, self-government, and excellence. The school will be located in the west side of Orem. Noah Webster Academy plans on being a Core Knowledge school and use Saxon Math.

Member Scott Smith expressed his concern with the comment in the application where it refers to the "executive members and the founding members will attend governing board meetings but also may meet separately from the governing board." The clarification was made the executive members may meet separately because one of their responsibility to run the board meetings, they

will meet separately to put together the agenda and gather ideas that have been brought to them by other board members and parents. Any decisions made will be made by a vote of the board.

Member Dave Moss cautioned about Special Education costs.

Member Scott Smith questioned as to their land and facility options. Ms. Moss replied that no specific site has been confirmed and is waiting on charter approval before proceeding with obtaining a facility. Once an approval is given, they are in a position to make an offer on a piece of land.

Motion was made by Member Dave Moss and seconded by Member Scott Smith to approve the charter application for Noah Webster Academy upon their submitting changes and additions suggested by reader's comments. The motion was carried unanimously.

Paradigm High School

Celia Johnson presented changes requested by the Charter School Board at their last meeting regarding technical issues - stating release time in application instead of seminary; rewording application to make certain parents are aware the school would be participating in intramural activities and not with Utah High School Athletic Association; updating the budget template; addressing the concern of enough Physical Education teachers to handle number of student body.

Paradigm High School was approved for charter in May's board meeting with Members Eric Smith, Anne Peterson, Barbara Killpack, Sonia Zisumbo and Brian Allen voting in favor with opposing votes from Members David Moss and Scott Smith; however after today's presentation by Paradigm High, Scott Smith changed his opposing vote to approve the charter; David Moss' vote remained in opposition. Because of the approval vote in May, another vote was not necessary.

Entheos Academy

Monty Hardy addressed changes in their charter suggested by the Charter School Board; an ESL Program, components of the budget needing revisions, outreach concerns. Member Brian Allen questioned if the budget template was new. Mr. Hardy informed him the budget was new and for K-8 the first year, and K-9 the next two years, with changes in employee benefits and payroll taxes.

Motion was made by Member Scott Smith and seconded by Member Sonia Zisumbo to approve Entheos Academy for charter. The motion was carried unanimously.

Proposed calendar for FY06

The Charter School Board will meet every third Thursday of each month, with no meeting held in the month of December.

Motion was made by Member Scott Smith and seconded by David Moss to approve the proposed Charter School Board Meeting calendar. The motion was carried unanimously.

The meeting was adjourned at 4:15 p.m.